

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 12<sup>th</sup> April 2018 at 7.30pm Village Hall.**

Present:

Mr John Covill (chairman), Mr Peter Hart, Mr Paul Latchford, Mr Steve Kent-Phillips  
Mr Michael Malster, Mr Andrew Camps, Mr David Greenfield,  
There were 5 members of the public in attendance.

2331. In Attendance:

Paul Catling – Clerk  
Cllr Allen Alderson.

2332. Apologies for Absence:

Cllr Joshua Schumann,  
Mrs Sandra Gynn

2333. Members' Declaration of Interest for Items on the Agenda + Requests for  
Dispensations:

2334. Public Participation: None.

2335. Approve and Sign Minutes of Parish Council Meeting – 8<sup>th</sup> March 2018:

The minutes were agreed to be signed as a correct record.

*Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Unanimously agreed.*

2336. Reports:

ECDC: Allen Alderson reported to the meeting. His answer to Paul Latchford's question at the last meeting regarding the overperformance compared to other councils was: 1. Reduced top-level officers, 2. Champions had helped improve efficiency in all departments, 3. The community hub in Ely has helped people with jobs and homelessness and has helped reduce the B&B and other support from £800 to zero, as it is today. Another hub is now active in Littleport. 4. Business rates collection has been improved. 5. Planning applications have been at a high level, which has contributed. 6. The new leisure centre has been funded from council and grant money not external borrowing. 7. ECDC now has a development company which will contribute to income with projects such as Palace Green Homes, King's Road etc. will provide £1.6M. There is now a project in Soham too. 8. Street cleaning and refuse collection will soon be taken in-house, replacing Veolia. Michael Malster asked about the champions, which Allen Alderson said now help every council department. Paul Latchford ask if these savings were sustainable, Allen Alderson said that the contribution from planning applications may not be as this was due to applicants "trying their luck" whilst village stop lines were not in place. John Covill asked about fly tipping etc. as Veolia had a system. He also asked about extra blue bins, which Allen Alderson said could be provided for a one-off fee of £25 and no additional emptying charges. Steve Kent-Phillips asked the same about green bins.

2337. Matters Arising from Previous Minutes (for information only): None.

2338. Correspondence for Circulation/Consideration: None

2339. Consideration of planning applications:

17/01947/FUL – Sterling Farm, 4 Heath Road – has been granted.

18/00357/FUL – 1 Fairview Grove – Garage conversion:

No Objections *Proposed: David Greenfield, Seconded: Steve Kent-Phillips,  
Unanimously agreed.*

18/01208/OUM – Land North of Manor Cottage Mill Hill – 10 Dwellings – withdrawn.

17/01090/OUT – 10 Lower End – 2 houses and garage. It was agreed that there would be no objections but there was not enough information provided and as it was reduced from 2 to 1 property it looked like a new application.

2340. CIL & Open Space Money Projects:

Steve Kent-Phillips reported that an additional application had been received for an additional notice board to display the history of the 2 churches. It was agreed to keep the project for possible future use. The Play area project was now closed, with the village hall repairs (windows and electrics) remaining open. The cemetery notice board was repaired from the general maintenance.

2341. Village Hall:

David Greenfield distributed some notes. Anomalies and issues are problems. The 2 options are to carry on the same way with named trustees or use the Charities Commission as custodian, which is cost effective and other councils have adopted this option. It does have risks such as exposure. The Charities Commission may limit the changes. There was a discussion about who The Charities Commission are and who should be on the land registry. The costs and effort of named trustees was noted as when the move, resign or die, changes must be made every time. Peter Hart asked if an example of the proposed arrangements using The Charities Commission were available. David Greenfield agreed to try and find. The Clerk agreed to find a list of PCs for David Greenfield to call round.

2342. Allotments:

Paul Latchford stated the new agreements were being worked on and that the weather had not been suitable for marking up the plots. It was agreed to send all letters and documents, including 2 copied of the new agreements, invoices and notice to clean up together.

2343. Accounts for payment included:

a.	Paul Catling – Clerk’s salary	£ 320.00
b.	Inland Revenue – Clerk’s tax	£ 80.00
c.	Andrew Camps (Cemetery marking spray)	£ 7.39
d.	Taw Carpentry and Joinery (Cemetery notice board, Play Area benches)	£ 1879.20
e.	VHMC – AVA	£ 15.20
f.	Andy Martin Builders (play area, cemetery, allotment)	£ 125.00
g.	Wave (Anglian Water paid by DD 16/04/18)	£ 26.59
	Total	£2,453.38

Payment of the above invoices was agreed, with the exception of Andy Martin’s as it was not known the cemetery tap had been done. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Unanimously agreed.*

A transfer of £2K was suggested by Steve Kent-Phillips. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Unanimously agreed.*

2344. Clerk’s Report:

The Clerk reported that the overgrown path reported by Andrew Camps had been dealt with by the owners, including work on the boundaries of Dencora field. There were some questions relating to the drains on the hillside. Steve Kent-Phillips had already reported this to Highways. The insurance inventory had been updated and was in place from April 1<sup>st</sup>.

2345. Parish Councillors' Reports:

Steve Kent-Phillips reported that SID was ready to be deployed but would wait for the insurance documents to arrive before putting it up. Peter Hart suggested we should consider where SID was deployed. Steve Kent-Phillips said that the current location was for deterrent purposes. Andrew Camps asked if higher up Lower End was possible. Paul Latchford reported that "champers" had been in on Saturday and wanted to know who to contact. The Clerk agreed to send him the contact details. Steve Kent-Phillips asked Paul Latchford about the SID lease / rental document. Paul Latchford said it was in progress. John Covill mentioned pot-holes and started a discussion about repairs and vehicle types causing damage.

*Meeting closed at 20:47*

2346. Open Question Time:

There was some more discussion about pot-holes.

*Business finished at 20:51*

Appendix 1 – Correspondence Received:

No other correspondence that that above.

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